

Posted: 12/10/19

To: School Food Authorities  
Subject: SFS-20- 32 Registration Available: January 2020 Manager Training Class

***Registration is open for School Nutrition Manager Training***

**January 7-10, 2020**

Pennington Biomedical Research Center  
Conference Center  
2328 Irene Drive  
Baton Rouge, LA 70808

[REGISTER](#)

SFA directors must register their employees, using the link above, or by visiting [Louisiana Fit Kids](#) and clicking the calendar link. There is a **\$60.00 per person** fee. Class sizes are limited to 25 participants each.

**Please Note: Due to space limitations, you may be contacted to reschedule.**

A detailed agenda is available on the registration website. The general schedule is as follows:

Training Day	Activity	Time
Day 1	Registration	12:00 p.m. – 12:30 p.m.
	Afternoon Session	12:30 p.m. – 4:30 p.m.
Days 2 & 3	Morning Session	8:30 a.m. – 12:00 p.m.
	Lunch	12:00 p.m. – 1:00 p.m.
	Afternoon Session	1:00 p.m. – 4:30 p.m.
Day 4	Assessment	8:30 a.m. – 10:30 a.m.

*Participants may be dismissed upon completion of assessment.*

Assessment results will be emailed to SFA directors within 1 month following completion of the class.

---

**RECOMMENDED PREREQUISITES**

Individuals attending Manager Training are expected to have basic knowledge and skills in food safety, culinary techniques, portion control, weighing, measuring, recipe adjustment, USDA Foods, and inventory management. A list of recommended prerequisites has been compiled (see next page) and should be completed PRIOR to attending the Manager Training. **NOTE:** Other resources, (including those developed locally), are acceptable prerequisites.

## Manager Training Recommended Prerequisites

Individuals attending Manager Training are expected to have basic knowledge and skills in food safety, culinary techniques, portion control, weighing, measuring, recipe adjustment, USDA Foods, and inventory management. Completion of the following prerequisites are recommended prior to attending manager training. The minimum of 16 hours of Culinary Techniques may be from any of the available Culinary Techniques options.

**NOTE:** The resources below are recommendations. Other resources, such as those developed locally, may be used.

For assistance with the courses listed below, call ICN at 1-800-321-3054, or email: [helpdesk@theicn.org](mailto:helpdesk@theicn.org)

Hours	Recommended Prerequisite	Link
8	Food Safety in Schools (ICN), ServSafe®, or other course	<a href="https://theicn.docebosaas.com/learn/course/external/view/elearning/21/food-safety-in-schools">https://theicn.docebosaas.com/learn/course/external/view/elearning/21/food-safety-in-schools</a>
16	1 hour Culinary Techniques (CT) 1-Introduction	<a href="https://theicn.docebosaas.com/learn/course/external/view/elearning/7/ct1-introduction">https://theicn.docebosaas.com/learn/course/external/view/elearning/7/ct1-introduction</a>
	6 hour CT 1-Preparing Fruits, Vegetables, & Salads	<a href="https://theicn.docebosaas.com/learn/course/external/view/elearning/8/ct2-preparing-fruits-vegetables-salads">https://theicn.docebosaas.com/learn/course/external/view/elearning/8/ct2-preparing-fruits-vegetables-salads</a>
	8 hour CT 1-Preparing Entrée Items	<a href="https://theicn.docebosaas.com/learn/course/external/view/elearning/9/ct3-preparing-entree-items">https://theicn.docebosaas.com/learn/course/external/view/elearning/9/ct3-preparing-entree-items</a>
	8 hour CT 1-Preparing Soups, Eggs, Dairy & Sauces	<a href="https://theicn.docebosaas.com/learn/course/external/view/elearning/10/ct4-preparing-soups-eggs-dairy-sauces">https://theicn.docebosaas.com/learn/course/external/view/elearning/10/ct4-preparing-soups-eggs-dairy-sauces</a>
	6 hour CT 1-Preparing Breads & Baked Goods	<a href="https://theicn.docebosaas.com/learn/course/external/view/elearning/11/ct5-preparing-breads-baked-goods">https://theicn.docebosaas.com/learn/course/external/view/elearning/11/ct5-preparing-breads-baked-goods</a>
	4 hour CT 1-Using Seasonings	<a href="https://theicn.docebosaas.com/learn/course/external/view/elearning/12/ct6-using-seasonings">https://theicn.docebosaas.com/learn/course/external/view/elearning/12/ct6-using-seasonings</a>
6	Culinary Math	<a href="https://theicn.org/icn-resources-a-z/basic-culinary-math-for-school-nutrition-professionals/">https://theicn.org/icn-resources-a-z/basic-culinary-math-for-school-nutrition-professionals/</a>
1	Inventory Management-Controlling Cost	<a href="https://theicn.docebosaas.com/learn/course/external/view/elearning/13/inventory-management-controlling-cost">https://theicn.docebosaas.com/learn/course/external/view/elearning/13/inventory-management-controlling-cost</a>
4	Portion Control	<a href="https://theicn.docebosaas.com/learn/course/external/view/elearning/16/portion-control">https://theicn.docebosaas.com/learn/course/external/view/elearning/16/portion-control</a>
4	Recipe Adjustments	<a href="https://theicn.docebosaas.com/learn/course/external/view/elearning/17/recipe-adjustments">https://theicn.docebosaas.com/learn/course/external/view/elearning/17/recipe-adjustments</a>
4	Weights and Measures	<a href="https://theicn.docebosaas.com/learn/course/external/view/elearning/19/weights-and-measures">https://theicn.docebosaas.com/learn/course/external/view/elearning/19/weights-and-measures</a>
3	USDA Primer 1	<a href="https://theicn.docebosaas.com/learn/course/external/view/elearning/26/usda-foods-primer-1">https://theicn.docebosaas.com/learn/course/external/view/elearning/26/usda-foods-primer-1</a>
46		